



**BOARD OF SUPERVISORS WORK SESSION AGENDA
MARCH 5, 2020 – 5:00 PM
SURRY COUNTY GOVERNMENT CENTER, ADMINISTRATION CONFERENCE ROOM, 45
SCHOOL STREET SURRY, VA 23883**

A work session of the Surry County Board of Supervisors to be held in the County
Administration Conference room.

Work Session Discussion

Board of Supervisors Retreat Recap
None

Documents:

[agenda for BOS Retreat.pdf](#)

Documents:

[BOS and Department Head Retreat Takeaway 2020.jpg](#)

Documents:

[Surry County Board of Supervisors 2020 Retreat Notes 3-4-2020.docx](#)

Utility-Scale Solar Presentation
N/A

Documents:

[Solar Farm Overview - 2020-03-05 - FINAL.pdf](#)

Dispatcher Transition to the Emergency Operations Center & Management of Dispatch
Operations
Discussion

County Administration Pending Action Items

None

For Your Information

Proposal to Board regarding Bike Trail
Review

Documents:

[Proposal to Surry Board of Supervisors 3-4-2020](#)

Draft EDA Proposal
Review

Documents:

[Draft EDA Agreement-Version 030220.docx](#)

BOARD OF SUPERVISORS AGENDA ITEM REQUEST FORM

Department: Administration

Department Head: Lauren Chapman, Administration

Meeting Date Requested: March 5, 2020

STATEMENT OF THE ISSUE:

Board of Supervisors Retreat Recap

ITEM

Discussion

Is this a budgeted item?	If yes, include budgeted amount	Total Project Cost
No	n/a	n/a

RECOMMENDED ACTION:

None

Description of Presented Item

The Board of Supervisors will recap the retreat sessions that took place on February 20th and February 24th. The session on February 20th was facilitated by Ms. Kathleen Guzi, a public entity specialist with VACORP. A written report from the facilitator will be made available when received. The retreat concluded on February 24th as a engagement session between the Board of Supervisors and department heads in the County.

[agenda for BOS Retreat.pdf](#)

[BOS and Department Head Retreat Takeaway 2020.jpg](#)

[Surry County Board of Supervisors 2020 Retreat Notes 3-4-2020.docx](#)



Surry COUNTY BOARD OF SUPERVISORS

2020 RETREAT AGENDA

Smithfield Station

February 20-21, 2020

Time	Item	Day 1, Thursday, February 20, 2020
8:45-9:00 AM		Welcome & Introductions, Chairman Elliott
9:00-9:15 AM		Overview of Retreat Session, Kathleen Guzi <i>Public Entity Specialist, VA Association of Counties</i>
		Setting of Goals
9:15-10:15 AM		Environmental Scan: Board Members
10:15-10:45 AM		Environmental Scan: The County`
10:50-11:00 AM		BREAK
11:00-12:15 AM		Environmental Scan: The County, continued
12:15- 1:00 PM		LUNCH – (Served in the Conference Room)
1:00-2:15 PM		Environmental Scans Continued
2:15-2:45 PM		Environmental Scans Wrap Up (Vision & Mission)
		Next Steps
2:45-3:00 PM		BREAK
3:00 -5:00 PM		Discussion Items – BOARD MEMBERS
		Code of Ethics
		Other – TBD
5:30-6:30 PM		DINNER (Will be Delivered to the Conference Room)

CONTINUE TO FEBRUARY 21, 2020

Time	Item	Day 2, Friday, February 21, 2020
9:00 AM		Welcome, Introductions, Purpose (Chairman Elliott)
		<u>Purpose</u>
		<ul style="list-style-type: none"> • Team building • Discussion of specific issues, challenges and/or highlights for each departments • To engage in dialogue between supervisors and department heads
9:15 AM	M. Rollins:	Surry County Accomplishments – 2015-2020 (15 minutes)
		Board of Supervisors & Departmental Engagement Discussions
9:30 AM	W. Saunders:	Dept. of Planning & Community Development (20 minutes)
9:50 AM	C. Swindell:	Mid-Year Financial Report & Financial Trends Update (20 minutes)

10:15 AM S. Williams: Building Inspections (15 minutes)

10:30 AM M. Vargo: Animal Control (15 minutes)

10:45 AM R. Phelps: Emergency Services (20 minutes)

11:10 AM 15 minute Break

11:30 AM S. Jones: Parks & Recreation (15 minutes)

11:45 AM L. Stone: Dept. of Youth & Family Resources (15 minutes)

12:15 PM: Break for Lunch – Lunch Will Be Delivered to the Conference Room

1:00 PM L. White: Virginia Cooperative Extension (15 minutes)

1:20 PM H. Slade: Dept. of Solid Waste & Recycling (15 minutes)

1:40 PM R. Woodard: Maintenance (15 minutes)

2:00 PM D. Brown: Information Technology (15 minutes)

2:15 PM 15 minute Break

2:30 – 3:45 PM. Social Services, Registrar & Constitutional Officers

3:45 PM D. Harrison: Economic Development (15 minutes)

4:00 PM Comments from the Board of Supervisors

2/24/20
BOS Retreat

TEAM SURRY

Take-Aways-

- Communication
 - Collaboration / Partnerships
 - Feedback from Governing Body
 - Relationship-Building
 - Strengthening the County
 - Health & Wellness
 - Being Visible
 - Areas of Improvement
 - Create Win-Wins
 - Prioritization
 - Continuity of Operations
 - Create
- Timely ←
- Solution-oriented
 - Better Informed
 - Community Engagement
 - Unity

Feedback: Request for Annual Retreat w/ Depts.

Notes from Surry County Board of Supervisors 2020 Retreat

February 20, 2020

Environmental Scan: Board Members

Introductions and background information, what you want other BOS Members to know about you.

Getting to Know each other and our Values

Passion:

Community

People

Faith

Environmental Scan: The Board and the County

Why did you run for the Board of Supervisors? Did you make any promises?
What are people saying about the County?

1. Getting educated about the District, the County
Listen to people
Trash Issues
Broadband
Schools
2. Stable Gov't
History
Jobs
Businesses – decrease population
Property Rights - Restrictions
Environment
Housing
3. Major Employers: Schools, Local Gov't, Dominion Power
Change – Restricting
Jobs
Area Comparison with PDC
Need a Voice – Changes
Infrastructure
Nothing Here to Keep People Here
Need Development
Va Gateway
Radical
Citizens are Ready for Change

"Dire Situation": School Population Decrease; 1980 approximately 740 in high school; 2020 693 students TOTAL. 20 years ago: Approx 1,200 students

30 yrs ago: VDOT Plans for bridge connecting County w/ James City County

4. Fiscal Responsibility: Debt Ratios (Note: good except for per capita)
Complacency: Don't raise taxes all is good
Transparency
Broadband
Stagnant – Low Population Jobs
Keep young people here: Vocational Tech skills
Future of Powerplant? Pays 2/3 taxes
Asking for another 20 years
Ferry: lack of bridge across James River, only locality this applies
5. History - Debt
Building Schools
Debt per Capita (Note: least important indicator per rating agencies)
PowerPlant - - effect on Composite Index
Need more Transparency and Education, educate ourselves and the community especially on the Debt Limits etc.
Old Thoughts - - New Thoughts

Identifying Surry County's Strengths, Weaknesses, Opportunities and Threats

Strengths (Facilitator note: Started out as a discussion of Strengths, as discussion progressed, included Opportunities as well.)

Family Ties Legacy No Traffic
Quiet Nature Serenity
Taxes – Low, Stable Stable Environment
Transportation: Rt 460, Rt 40, Rt 10
Railroad - West

Stable Schools: Graduation Rate, All Schools Accredited

Location: Proximity

Highways, Airports, Port, Hampton Roads

Economic Development

Western & Southern Areas: Development Potential

Access Development Potential

Water

Boat Ramp (5 years in the making)

River Based Economic Development/Tourism

Surry Seafood

Waterway - -Access business

HEAL Campaign: Healthy Eating and Active Living

Wind Turbines

Parts, Repair Business Potential

Agriculture

Changing from Large Farms to Small Farms

Niche Farming

School - specialized farming

Sweet Potatoes, Mushrooms

Winery

Berries - -Pumpkins: Adds activities for residents and tourists

Fruit Orchards – Cidery: Adds activities for residents and tourists

Trees – Lumber

Profile District

Conduct Town Hall Meetings

Inventory – Education

Regional Econ Deve

BOS

Foreign Communities

Video Businesses

Telling our Story

Additional Opportunities

Tourism

Educate - -Inform Citizens

Media

Communication

Communication with School System and Community

History

Educate - Surry

Internships with Dominion Energy

Contact?

Potential Economic Development: Mega Site in Sussex

Impact on Rt 460?

Weaknesses/Obstacles

Fiscal?? Perceived vs Reality

Road Improvements: Rt 10, Rt 31 and Rt 40

Strip Development

Transportation for Seniors

Live Alone

Hard to gain access to transportation: food

WAT: 1- 2 trips a month to get out

Challenges once you arrive

Ridership?

Cost?

Trends: Population, Financial, Community: Citizen Needs and Services, Economic Development, Land Use

Population Trends

Aging

Declining, especially school age children

Folks Coming into the County: Empty Nesters, Retirement Age

They are used to traveling outside of County for Services

Healthcare Challenges

Regionalism – Increasing

Riverside Regional Jail

Hampton Roads Solid Waste Authority

Hampton Roads Sanitary District

Towns

Building and Land Use

Utilities in Good Shape, except need Natural Gas

Historical Review Board

Recent major subdivisions did not get off the ground completely

Residential Development Clustered near Ferry, River: Water View

Expensive

Development is Near/Around Towns vs Traffic Patterns

Development is scattered around

Abandoned Homes - - Blight (weakness)

Community

Loss of Community Centers: convenience stores, basic services

What Do We Hear From Citizens, What do They Request?

Recreation: Health and Wellness, workout facility

Community Gaps: Food Access, Rx

Vacant School Building: convert to Recreation/Community Centers?

Location to Powerplant?

Emergency Operations – Volunteer Rescue Squad – 911 Call Center: new building

Needed to move out of Dominion Power's Emergency Evacuation Zone

Ferry Transport - - Emergencies

Broadband: Last Mile, Fiber to Home: County-wide; very successful in Obtaining grant funding, matching with local funds

What Do We Want to Keep/Preserve?

Family Roots

Sense of Serenity

Expand on what we have

HRSD: a good move

Sense of Security

Rural Nature

Directed/Controlled Growth

Strong Work Ethic

Low Crime

What Do We Want to Change/Improve upon?

Transportation

VDOT Change Rt 10

Rt 10 – Housing Only

Could be open for Development

Rt 460 - Southern

Building Issues – Swamp

Lots of Traffic

Not A Divided Highway

Opportunity: Cooperation

- Expand Rt 10 and Rt 40
- Need access to Major thoroughfares
- Property Owners may be reluctant
- Politics: Access to State \$
- Look at Prince George County: Rolls Royce and its impact
- Want a Crossroads
- Metro Areas - - Which Access Sussex – (Down Rt 10)
- Potential Economic Development: Mega Site in Sussex
 - Impact on Rt 460?

Economic Development

- Need Industry – need diversification
- Retail
- Lack of jobs
- Solar Plants: Current, Future
- How many? How much acreage?
- State taxing limits revenue benefits to County
 - How to define what we want/need
 - Comprehensive Plan
- Hog Farms: Current, Future
- Agri-Tourism
 - Outdoor, Recreation, Protecting Forests
- Finding Balance
 - Protected Land – Timber
 - Taxes: potential to increase
 - Ready for Industry

Community

- Entertainment
- 21st Century Communications
- Recent Grants
- Health-Wellness Assessment
- Community Partners
- Parks and Recreation – Senior Center Facility?
 - Existing Vacant School Building: within 10 miles of power plant
- Department of Social Services: does a good job with seniors

Power plant is both an opportunity and threat

Taxes

Composite Index

Future

Education:

Dual Enrollment Program

John Tyler CC

Themes Identified with Possible Next Steps (In no particular priority order)

Community
Economic Development
Education
Fiscal Responsibility
Transportation

Community

- Preserve rural nature, sense of serenity and security
- Highlight family roots, strong work ethic, low crime rates
- Improve Transparency
- Improve Communication with Citizens: projects, programs, fiscal matters
 - District Profiles
 - Town Hall Meetings
 - Local Newspaper - -Highlight Recent Activities
- Identify areas of service needs to focus on including:
 - Health and Wellness Facility
 - Community gaps: Food, Drug store, Community/Neighborhood Store
- Identify potential uses for vacant county-ownes buidlings
- Identify Additional Entertainment Opportunities
 - For growing aging population and to attract young people
- Continue Broadband efforts

Economic Development

- Continue to identify ways to assist the small farms, niche/specialized farming
- Continue to identify ways to assist growing agri-tourism industry capitalizing on the natural beauty and amenities of the County
- Keep lines of communication with Powerplant open concentrating on current opportunities (e.g. internships) and future activites
- Review Comprehensive plan for possible changes affecting ability to locate solar farms in the County.

Work closely with Regional and State partners to identify targeted industries, including those that support County's existing partners (e.g. solar technicians etc.)

Continue Broadband efforts

Identify areas of County that are ripe for development

Education

Continue to work with the Schools to highlight successes including
Graduation Rates, Accreditation, Dual Enrollment Program with John
Tyler Community College

Continue to work with the Schools and Industry (especially Dominion
Energy/Power) to identify internships

Continue to work with the Schools to identify voc tech skills needed by
existing and targeted industries/employers

Fiscal Responsibility

Continue to keep stable tax rates while providing quality services for
County's citizens

Continue to educate Board and citizens on fiscal matters

Continue to be transparent on fiscal matters

Improve Communication with Citizens on fiscal matters, especially debt

Transportation

Start dialogue on development of short and long term priority plans
working with VDOT, regional partners (PDC and individual localities) and state
legislators for major roads and corridors in the County including the ferry.

BOARD OF SUPERVISORS AGENDA ITEM REQUEST FORM

Department: Planning & Community
Development

Department Head: Lauren
Chapman, Planning & Community
Development

Meeting Date Requested: March 5, 2020

STATEMENT OF THE ISSUE:

Utility-Scale Solar Presentation

ITEM

Presentation

Is this a budgeted item?	If yes, include budgeted amount	Total Project Cost
N/A	N/A	N/A

RECOMMENDED ACTION:

N/A

Description of Presented Item

An overview of Utility-Scale Solar Projects and their approval processes.

[Solar Farm Overview - 2020-03-05 - FINAL.pdf](#)

Utility Scale Solar Overview

Surry County Board of Supervisors
Work Session - March 5, 2020



Solar Emergence

- Utility scale solar costs decreased 66% since 2010; expected to decrease 3.6% per year through 2040.
- Tax incentives at federal, state and local levels.
- The growing technology sector requires massive amounts of electricity.
- Approximately 48% of Fortune 500 companies have sustainability and renewable energy commitments.



Solar Emergence in VA

- Loudon County's data centers alone use as much electricity as 25⁰% of homes in Virginia.
- 2018 General Assembly set a goal for investor-owned utilities (IOUs) to construct (or purchase) up to 5,000 MW of solar capacity by 2028.
- Governor Northam issues E.O. 43 in 2019 with a target of 3,000 MW of solar under development by 2022.
- General Assembly mandate of Machinery and Tools Tax exemption.

Solar Emergence in VA

- Three elements to M&T Tax exemption.
 - Requires real estate tax rate rather than M&T tax rate
 - Rate of \$0.71 rather than \$1 per \$100 in Surry.
 - Follows SCC depreciation schedule
 - Years 1 - 5 the taxable FMV is 90% of original capitalized costs;
 - Declines steadily until a floor of 10% in year 24 and beyond.
 - Provides 80% reduction in calculated taxes
 - Projects greater than 20MW (interconnection filed before 7-1-2018);
 - 20 MW – 150 MW (interconnection request was filed after 7-1-2018);
 - Local option for 150 MW or greater.
 - Exemption slated to sunset January 1, 2024.

Solar Emergence in Surry

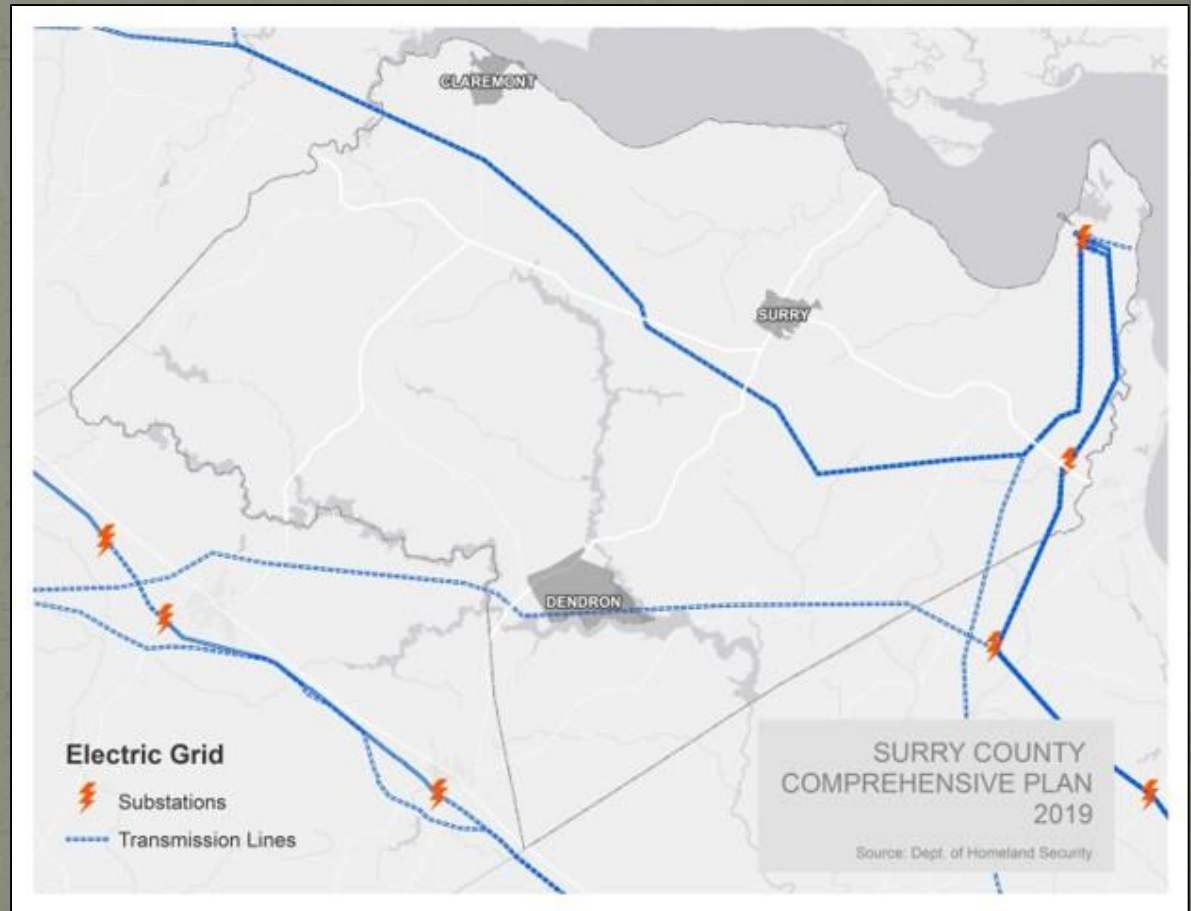
- County's rural nature, not intensively developed
- Abundant land in agricultural and silvicultural use



https://www.google.com/url?sa=i&url=https%3A%2F%2Fwww.tripadvisor.com%2FLocationPhotoDirectLink-g58227-d108619-i276889568-Chippokes_Plantation_State_Park-Surry_Virginia.html&psig=AOvVaw3iS99NL_GAik7GZbBEw2wz&ust=1582046377100000&source=images&cd=vfe&ved=oCAIQjRxqFwoTCICagcCM2ecCFQAAAAAdAAAAABBR

Solar Emergence in Surry

- Transmission lines abundant due to nuclear plant
- Dominion Energy presence



Approval Process

- PJM Queue
 - Application to connect to regional electric grid
 - 1.5 - 2 years prior to local application submittals
- County Land Use Approval
 - 'Substantially in Accord' with Comprehensive Plan
 - Consistent with local land use and zoning
- DEQ Permit By Rule
 - State review of 'smaller' projects
- SCC Approval
 - State review of 'larger' projects



Southampton County, 06/27/19

County Approval

per Solar Ordinance adopted Dec. 2018

- Comprehensive Plan Amendment
- Rezoning
- § 15.2-2232 Legal status of plan
- Conditional Use Permit

County Approval

per Solar Ordinance adopted Dec. 2018

- Comprehensive Plan Amendment
 - Compatible with land use goals?
 - Rural atmosphere / conservation
 - Economic development
- Consistent with Development Plan Map?
 - Majority of county Agriculture/Silviculture

County Approval

per Solar Ordinance adopted Dec. 2018

- Rezoning
 - Consistent with Comprehensive Plan?
 - M-1 or M-2 Industrial zoning required.
 - Conditional Zoning?
 - Proffers?

County Approval

per Solar Ordinance adopted Dec. 2018

- § 15.2-2232 Legal status of plan
 - ‘Substantially in Accord’ with Comp Plan?
 - Consistent with local land use and zoning?
 - Determined by Planning Commission

County Approval

per Solar Ordinance adopted Dec. 2018

- Conditional Use Permit
 - Provides a vehicle by which to require additional regulations (Conditions).
 - Recommendation by Planning Commission.
 - Granted by Board of Supervisors.

County Approval

Potential CUP conditions could relate to:

- Landscape buffers
- Fencing
- Lighting
- Setbacks
- Road impacts
- Transportation impacts
- Equipment height
- Capacity limitation
- Third party inspections
- Third Party plan review
- Soils testing
- Water source
- Native / pollinator-friendly plantings
- Wildlife Corridors
- Decommissioning Plan
- Decommissioning bond
- Revenue minimums
- Construction hours
- Emergency response plan
- Conformity w/exhibits
- Sunset clauses

Permit By Rule - DEQ

- Allows Utility Scale Solar Projects up to 150 MW to bypass State Corporation Commission (SCC) approval.
- Application serves as permit if approved by DEQ.
- Utilities and electric cooperatives can participate.
- Review for impacts to:
 - Wildlife Resources
 - Historical Resources
 - Architectural Resources
 - Archaeological Resources
 - Natural Resources



SCC Approval

- Utility Scale Solar Projects larger than 150 MW require full State Corporation Commission (SCC) approval, the same as other large electricity generating facilities.



County Review/Approval

- Plan review
 - Site Plan
 - Erosion & Sediment Control Plan
 - Stormwater Plan (DEQ)
 - Landscape Plan
 - Transportation Plan
 - Chesapeake Bay and/or Wetlands Permit
 - Decommissioning Plan

Questions?



BOARD OF SUPERVISORS AGENDA ITEM REQUEST FORM

Department: Emergency Services

Department Head: Lauren Chapman, Emergency Services

Meeting Date Requested: March 5, 2020

STATEMENT OF THE ISSUE:

Dispatcher Transition to the Emergency Operations Center & Management of Dispatch Operations

ITEM

Discussion

Is this a budgeted item?

If yes, include budgeted amount

Total Project Cost

N/A

N/A

N/A

RECOMMENDED ACTION:

Discussion

Description of Presented Item

Discussion Item

BOARD OF SUPERVISORS AGENDA ITEM REQUEST FORM

Department: Administration

Department Head: Lauren Chapman, Administration

Meeting Date Requested: March 5, 2020

STATEMENT OF THE ISSUE:

County Administration Pending Action Items

ITEM

Discussion

Is this a budgeted item?	If yes, include budgeted amount	Total Project Cost
No	n/a	n/a

RECOMMENDED ACTION:

None

Description of Presented Item

To advise the Board of Supervisors on the following key initiatives & Other Matters

1. Filling on Key Positions
2. RFP for Financial Services
3. RFP for Fleet Maintenance Program
4. Animal Shelter Renovation Project Status
5. Items Declared Surplus
5. Fees for Boards and Commissions

BOARD OF SUPERVISORS AGENDA ITEM REQUEST FORM

Department: Administration

Department Head: Lauren Chapman, Administration

Meeting Date Requested: March 5, 2020

STATEMENT OF THE ISSUE:

Proposal to Board regarding Bike Trail

ITEM

Discussion

Is this a budgeted item?	If yes, include budgeted amount	Total Project Cost
N/A	n/a	n/a

RECOMMENDED ACTION:

Review

Description of Presented Item

Proposal by Dianne Cheek and Kristi Hendricks concerning their thoughts on a bike trail and VDOT funding. Received 3-4-2020.

Proposal to Surry Board of Supervisors 3-4-2020

At this critical juncture in the SmartScale grant implementation process, respectfully request Surry County Board of Supervisor consideration of the following proposal as a comprehensive approach to address safety concerns; accommodate multi-use trail as a way of bringing economic development opportunity and healthy, recreational activity to the County; and to reverse the population flow (in particular our youth) from this County.

Proposal:

- **Feasibility Review:** Immediately form a collaborative work team to consider the feasibility of expanding the already funded SmartScale road widening initiative to include the County's defined separate multi-use trail for this section of Rt. 31.
- **Work Team Members:** Chairman - Surry County's Economic Development Director in coordination with the Planning Director. Team members include VDOT, Dominion Energy, Department of Conservation and Recreation, Preservation Virginia, the Tidewater Trails Alliance-East Coast Greenway Alliance (ECG), and three citizens of Surry County.
- **Feasibility Review Products:**
 - Define expanded proposal for comprehensive plan
 - Appeal to Dominion Energy to self-fund the costs of utility relocation/burying
 - Appeal to HRSD, Sentara, the solar farm companies, individuals with financial means and State Government entities for additional funding to construct a multi-use trail on the west side of Rolfe Highway
- **SmartScale Activities:** Proceed with current SmartScale near-term plans for road widening initiative.

Advantages of Expanded Proposal:

- Offers a strategic approach saving Virginia taxpayer funding by combining the current road widening project with a true multi-modal accommodation project, addressing utility relocation and construction costs for both projects all at once.
- Presents the opportunity for significant economic, health, safety, mobility and tourism benefits meant to transform this economically-depressed County, reverses the flow of population (taxpayer) loss, and attracts business and permanent resident (taxpayer) interest.
- Lowers the cost requirement for the current road widening project and allows those funds to be applied to the construction of a multi-use trail.
- Avoids constructing a future multi-use trail in a location that will be much more expensive and bypasses the Town of Surry; therefore, missing the potential for increased revenue.
- Showcases entrance into the County along with the designation of Gray's Creek into DCR's Scenic Rivers (Waterways) Program, serving as a parallel tourism initiative.
- Promotes an increased customer base for the Surry County Marina and Restaurant.
- Serves as a critical regional and national link to connecting the Birthplace of America Trail and the Historic Coastal Route of the East Coast Greenway with other locations.

BOARD OF SUPERVISORS AGENDA ITEM REQUEST FORM

Department: Administration

Department Head: Lauren Chapman, Administration

Meeting Date Requested: March 5, 2020

STATEMENT OF THE ISSUE:

Draft EDA Proposal

ITEM

Discussion

Is this a budgeted item?	If yes, include budgeted amount	Total Project Cost
N/A	n/a	n/a

RECOMMENDED ACTION:

Review

Description of Presented Item

Draft EDA Agreement received 3-4-2020.

[Draft EDA Agreement-Version 030220.docx](#)

1. Purpose

This operating agreement (“Agreement”) establishes a framework for a collaborative working relationship between Surry County (“County”) and the Economic Development Authority of Surry County (“Authority”) to enhance the economic development of Surry County in support of the County citizens. This Agreement covers, but is not limited to, using the powers granted to each to incentivize commercial investment for business development, job creation, property acquisition/leasing and improving community well-being for the benefit of its citizens, businesses and public organizations based on the County’s Comprehensive Plan (“CP”) approved by the Board of Supervisors (“BOS”).

2. Economic Development Overarching Guidelines

- A. The County’s Comprehensive Plan is the guiding document utilized by both the County and the Authority for economic development within the County.
- B. Both the County and the Authority will use the authorities and powers granted them by the Code of Virginia to work together for the economic development of Surry County in support of its citizens, businesses and public organizations.
- C. The County has established an Office of Economic Development (“OED” and aka: “EDO”) to focus on economic development within the County. Pursuant to developing a cohesive working relationship, the Authority shall designate a representative to work with the OED to receive, develop, and review opportunities and coordinate efforts between the County and the Authority to capture opportunities that provide growth and jobs for the County.
- D. Both the County and the Authority shall have representatives assigned to the various economic development Boards and Commissions established by County.
- E. Also, the Authority shall designate a representative to work with the Planning Commission and provide input to the developing CP.

3. Roles and Responsibilities

A. Roles

- i. The citizens of the county develop a CP to be used as a guideline for future County development and economic development is one of the components of this document. Once the CP is approved by the BOS, it becomes the guiding document for County development.
- ii. Both the County and the Authority are granted similar yet different powers to ensure economic development occurs within the County for the betterment of its citizens, businesses and public organizations and, as such, both are responsible for:
 - identifying economic development opportunities
 - working collaboratively to accomplish the economic development goals and objectives within the CP
 - spearheading projects as deemed appropriate by the BOS
- iii. The OED is designated by the County to actively seek, and ferret out, potential economic development opportunities and to coordinate the development of the opportunities identified with the Authority so that both can bring their resources together to ensure they are maximized for County benefit.

- iv. All economic development projects brought before the BOS for approval must be jointly reviewed by the OED and EDA to ensure they meet the intent of the authorized CP.

v.

B. Meetings

- i. The Authority shall meet monthly, or as necessary, in accordance with the EDA By Laws.
- ii. The Chair of Authority shall meet with the Board of Supervisors (“BOS”) at least quarterly or more frequently as needed to provide the BOS updates on the Authority activities, recommendations and needs.
- iii. The County Administrator and the Authorities’ Executive Committee shall meet monthly at a mutually convenient day and time to review the ongoing development opportunities, prospective opportunities and the progress of economic development in support of the approved CP and developing needs of the County.
- iv. The County’s OED (aka EDO) and the Authority’s representative to the OED shall meet at least monthly, and more frequently as necessary, to identify and propose economic development opportunities to the BOS and to monitor the progress of County approved projects being spearheaded by either the OED or the Authority.

C. Staff

- i. Currently neither the County BOS nor the Authority have a support staff. Both rely on County Staff and contracted support. The OED office has a Director but also relies on other County staff and contracted support.
- ii. The Authority will operate in the same way and will also rely on County staff working with both the OED and Authority. The OED and other County staff will work with the Authority on an “as needed” and project-specific basis to ensure opportunities are captured.
- iii. If the Authority has insufficient staff support for its operation, the Authority has the power to employ and/or contract others (i.e. agents, attorneys, bond counsel, consultants, real estate brokers, etc.) as the Authority deems necessary and payment for such is within its budgeted funds.

D. Budgets

- i. The Authority’s primary sources of funds are the County, bond issuance/refinancing fees, specifically allocated financed project revenues, state and federal grants and loan funds.
- ii. At this point in the Authority’s history, the Authority is not receiving any fees, grants, loans, or substantial revenue from the development of owned/leased properties. The Authority is receiving some income (less than \$10,000) from a previously refinanced bond, but this is insufficient for operations, and therefore will submit its financial requirements for operation to the BOS.
- iii. The Authority will develop an operating budget for submittal to the BOS for funding.

SURRY COUNTY and ECONOMIC DEVELOPMENT AUTHORITY OPERATING AGREEMENT

- iv. Since the County Administration's annual budget submission to the BOS includes the OED economic development funds request, the Authority and the OED will collaborate to avoid any duplicate budget requests and ensure synergistic use of the funds requested by both.
- v. The County will provide the Authority with the budget development schedule and the Authority will provide its budget request to be included in the County's total budget. Both budget requests (County Administration and EDA) are subject to BOS approval.

4. Applicable Law

This agreement is not intended to limit the powers granted to either the County or the Authority as provided under local, state, or federal law.

5. Changes to the agreement:

The County and the Authority may modify this Agreement by mutual agreement, in writing.

6. Execution:

By their respective signatures affixed below, each representative of the County and the Authority to this agreement represents that they are authorized to execute this Agreement on behalf of their respective organizations.

7. Effective Date:

This agreement shall be in effect as of the latest signature date below and shall continue, without renewal, until cancelled or terminated by mutual agreement in writing.

COUNTY OF SURRY, VIRGINIA

By: _____
County Administrator, Clerk of the Board of Supervisors

Date: _____

ECONOMIC DEVELOPMENT AUTHORITY OF SURRY COUNTY

By: _____
Char, Economic Development Authority of Surry County

Date: _____